



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON, DC 20350-2000

IN REPLY REFER TO
OPNAVINST 1542.6
OP-593G
18 OCT 1990

OPNAV INSTRUCTION 1542.6

From: Chief of Naval Operations

Subj: COMMAND AIRCRAFT CREW TRAINING (CACT) PROGRAM

Encl: (1) Command Aircraft Crew Training Courses

1. Purpose. To establish policies, procedures and responsibilities for the administration and management of the Command Aircraft Crew Training (CACT) Program.

2. Definition. Cognizant Agency - The term "cognizant agency" as utilized in this instruction refers to the command, office, or headquarters exercising command of and providing funding support for subordinate activities participating in the CACT program. The cognizant agencies are Chief of Naval Air Training; Commander Naval Air Force, U.S. Pacific Fleet; Commander Naval Air Force, U.S. Atlantic Fleet; Commander, Marine Corps Bases, Pacific; Commander, Marine Corps Air Bases, Eastern Area; Commander, Marine Corps Air Bases, Western Area; Commander, Naval Air Reserve Force, and Commander, Naval Air Systems Command.

3. Background. The Command Aircraft Crew Training (CACT) Program was established to provide pilots and aircrewmembers with initial and refresher training in aircraft for which the Navy has no organic training program. Training courses are provided on a contractual basis, at contractor facilities, for a number of naval aircraft in this category. Enclosure (1) lists the courses currently available under the CACT program.

4. Policy. To ensure effective administration and management, the following policies are established.

a. CACT program training requirements shall be forecast on an annual fiscal year basis and updated on a quarterly basis by each Cognizant Agency.

b. CACT program contracting and other Navy/contractor liaison shall be conducted by the Naval Training Systems Center (NAVTRASYSN).

c. CACT program quota management shall be exercised by the respective cognizant agency.

d. Any quota changes or cancellations should be submitted to the cognizant agency expeditiously to avoid unnecessary contractor charges.



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OCT 18 1990

5. Responsibilities

a. Chief of Naval Operations

(1) Provide overall direction of the CACT program by establishing policy and procedures, determining priorities, and approving program modifications.

(2) Review and modify/update this instruction as necessary.

(3) Schedule annual CACT conference.

b. Cognizant Agencies

(1) Submit annual requirements for command aircraft crew training to the contracting activity (NAVTRASYSCEN Code 4322) by 1 June each year.

(2) Transfer appropriate funding to the contracting activity to meet program requirements. Funding requirements will be established and the transfer executed on a quarterly basis through coordination between NAVTRASYSCEN and the cognizant agencies. However, annual funding is strongly recommended since it allows greater flexibility in adjusting the scheduling requirements.

(3) Should a cancellation occur after the cut-off time specified in the contract (i.e., currently 45 days), that agency scheduling the quota will be billed even if another individual from a different command is substituted.

c. Naval Training Systems Center

(1) Provide administrative and management services to the cognizant agencies in preparing, negotiating, and administering the requirements, funding, and contractual documentation related to the CACT program.

(2) Prepare and submit CACT program status reports to CNO (OP-593), copy to cognizant agencies, outlining any recommendations for additions or changes to the program as proposed by the cognizant agencies or model managers.

(3) Prepare and submit an annual report containing program contractual historical data and statistical relationships to the Chief of Naval Operations (OP-593), the Commanding General, Marine Corps Combat Development Command (Code TE32A1), and cognizant agencies to support program requirements and funding.

OCT 18 1990

d. Aircraft NATOPS Model Managers

(1) Ensure curriculum content sufficiently satisfies training requirements.

6. Procedures

a. Chief of Naval Operations (OP-593). On a continuing basis, monitor the CACT program and implement changes as required.

b. Cognizant Agencies.

(1) Submit projected command aircraft crew training and ground school requirements, covering the succeeding twelve months from 1 October through 30 September, to the Commanding Officer, NAVTRASYSCEN (Code 4322) by 1 June, annually. The requirements projection shall include the following data:

(a) Type of course required.

(b) Number of quotas required.

(c) Quarter of fiscal year course required.

(2) Marine Corps cognizant agencies will submit their annual requirements forecast, as above, with a copy to CG MCCDC (TE32A1).

(3) Submit firmly established quarterly requirements to Commanding Officer, NAVTRASYSCEN (Code 4322) no later than 45 days prior to the commencement of the quarter.

(4) Transfer funds for the established quarterly requirements to the Commanding Officer, NAVTRASYSCEN (Code 51) no later than 45 days prior to each quarter. Placement of first quarter funds in advance of the start of a fiscal year can be accommodated through use of a contingency planning funding document, similar to that used for continuing operations and maintenance functions.

(5) Monitor course attendance to minimize excess quota requirements, no shows, etc.

(6) Schedule and coordinate training quotas, as required, with the appropriate contractor. Ensure adequate and fair distribution of training quotas.

OCT 18 1990

(7) Maintain records of course attendance, completion, no-shows, etc.

c. NAVTRASYSSEN

(1) Require a quarterly report of quota utilization (attendance, no shows) from the contractors.

(2) Provide cognizant agencies with a quarterly status review of funds and course attendance.

(3) By 1 November of each year, submit an annual program report on the CACT program to CNO (OP-593), CG MCCDC (TE32A1), and appropriate cognizant agencies.

(4) Function as the central point of contact for all matters relating to the contract administration of the CACT program and provide Naval liaison with the contractor through the assigned Contracting Officer's Technical Representative (COTR).

d. Aircraft NATOPS Model Managers

(1) NATOPS model managers for each type aircraft should monitor both an initial and refresher course annually, and report any deficiencies or changes to NAVTRASYSSEN (Code 4322).

(2) Coordinate any curriculum changes, problems, or concerns with the COTR.

7. Report. Report symbol OPNAV 1542-6 is assigned to the reporting requirements contained in this instruction and is approved for three years from the date of this directive.


J. B. COLEMAN
By direction

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(See page 5)

OCT 18 1990

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OP-593 (5)

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OCT 18 1990

COMMAND AIRCRAFT CREW TRAINING COURSES

AIRCRAFT	INITIAL	REFRESHER
TC-4C/G-159(Pilot/Co-Pilot)	10 days	5 days
CT-39E/G, CT-39D(Pilot/Co-Pilot)	2 weeks	1 week
UC-12B(Pilot/Co-Pilot)	2 weeks (80 hours)	1 week (40 hours)
C-9B(Pilot/Co-Pilot/Crew Chief)	2 weeks (80 hours)	1 week (40 hours)
C-20(Pilot/Co-Pilot/Crew Chief)	2 weeks (80 hours)	1 week (40 hours)

Enclosure (1)